

ARIZONA DEPARTMENT OF EDUCATION

Jaime A. Molera
Superintendent of
Public Instruction



STATE OF ARIZONA

School Finance
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(602)-542-5695
(602)-542-3099 fax

SCHOOL FINANCE MEMORANDUM 02-003

TO: Charter School Administrators, Directors, Principals

FROM: Mary Beth Reilly

DATE: July 16, 2001

SUBJECT: JULY 15, 2001 Basic calculations for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

The July 15, 2001 apportionment reports for your charter school are posted on your charter school's home page on the ADE web site <http://www.ade.az.gov/districts>. Hard copies of these reports will not be mailed. If you need help finding or viewing these reports please call your county's Regional Training Center (RTC). The phone number for your county's RTC can be found at <http://www.ade.az.gov/rtc>. If you have any questions regarding the content of your reports please contact me at (602) 542-8249 or e-mail mreilly@ade.az.gov.

All eligible charter schools have been paid based on student lists submitted by June 8, 2001.

In the event that you did not receive a July 16, 2001 payment, it may be due to missing or late submitted forms and/or student lists. In addition, if the banking forms were not submitted to the state treasurer's office or Charter contracts were not signed, a payment will not be issued.

For those who submitted student counts before the July 6th deadline for the August 15th payment check your schools home page at <http://www.ade.az.gov/districts> on or soon after July 13th to ensure all required forms have been received and all student counts are accurate. Please re-submit any changes to the student counts by July 20, 2001. If your school has not submitted the required forms or the school calendar, or has not submitted student counts by July 20, 2001 an August payment will not be issued.

DO NOT WAIT UNTIL JULY 20TH TO VERIFY THIS INFORMATION. If you have questions about the required information or students counts please call **Rose Whelihan at (602) 542-8240** or e-mail at: rwhelih@ade.az.gov.

If you have any concerns regarding your equalization calculations or payments please do not hesitate to call me at (602) 542-8249 or e-mail at mreilly@ade.az.gov.

July 16, 2001